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SAPC-2427  
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4 November 1955

**MEMORANDUM FOR: Deputy Project Director**

**SUBJECT : Assignments**

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In confirmation of the discussion on 2 November after my return from [ ] and at the Staff meeting on 3 November, I list below two assignments on which work is in progress.

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1. Emergency Procedures: It would appear that a modified and expanded draft of the paper prepared by [ ] on this subject dated 21 October is now in order. The expanded draft should, I believe, cover the case of accidents involving [ ] as well as those involving other aircraft related in some way to activities [ ]. I believe [ ] will be in a position to prepare such a revision in the light of the discussion on this subject [ ] on 1 November.

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2. Procedures for Overseas Movements: We will shortly have need of a revised paper describing procedures for overseas movements. I understand that a summary schedule of such movements is now being prepared as an annex to our general operational plan. As soon as possible, this summary should be expanded to include a reasonably complete description of the various steps to be taken (such as application for passports, immunization, briefings, etc.) and a clear statement of the responsibilities of contractors and of Air Force and CIA components with respect to each of these steps. This annex could then be furnished to contractors for their guidance. I would hope that a first draft of this paper could be ready on 10 November and that, after making any necessary revisions, we should be in a position to send the paper out to suppliers no later than 15 November.

(sgd) Richard M. Bissell, Jr.

**RICHARD M. BISSELL, JR.**  
Project Director

cc: Director of Administration  
Director of Operations

RMB:gjg (3 Nov 55)

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